## **Memorandum**



## **Environmental Services Division**

**DATE:** July 1, 2008

**TO:** Commercial and Industrial Businesses

**FROM:** Water Utilities Department / Environmental Services Division

**SUBJECT:** Notice of Intent to Discharge Form

The City of Tempe made modifications to the sewer use ordinance which included issuance of a general permit by rule for all nondomestic users of the sanitary sewer system. As a result, a single page form titled a Notice of Intent to Discharge (NOI) was created and will be considered the discharge permit when completed and returned to this office.

As a nondomestic user of the publicly owned treatment works (POTW), which is also known as the sanitary sewer, you are required to submit an NOI to obtain coverage under the City's general permit. This requirement is in addition to information required by other City departments.

Should you have any questions regarding the information being requested, please review the opposite side of the NOI form for the instructions. If further explanation is required, please contact a member of the Environmental Services Division staff at (480) 350-2678